

Child, Youth and Family Services Branch

MANAGEMENT BULLETIN		No. 00-220
NUTRITION SERVICES DIVISION		
TO:	All Public and Private Day Care Home Agencies Participating in the Child Care Food Program	ISSUE DATE: March 2001
ATTENTION:	Agency Directors	
SUBJECT:	Zero or Estimated Income Follow-up	
REFERENCE:	Day Care Home Administrative Manual	

This Management Bulletin provides information regarding a change in the amount of time allowed for sponsors to follow-up on a statement of zero or estimated income by a day care home provider. This is in response to recent USDA guidance and procedures stated in USDA's Child and Adult Care Food Program National Management Improvement Training.

Previously, we allowed sponsors a maximum of ninety days to ascertain whether a statement of zero income or estimated income was still applicable. Effective January 2001, a sponsor will have **forty-five** days to perform this follow-up.

This change is reflected on the enclosed page 600.3 of the Day Care Home Sponsors Administrative Manual.

If you have any questions, please contact John Copley, Program Analyst, Nutrition Program Management Unit, at (916) 323-6631, (800) 952-5609, or jcopley@cde.ca.gov.

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